

# Planning & Development Department

In Fiscal Year 2002, the Office of Planning and Development prepared the Community Development Block Grant (CDBG) application and the City received a grant in the amount of \$543,000. The Leominster CDBG program supports projects in the following categories: code enforcement, economic development, housing, public facilities, and public services. The main goal of the program is to improve the quality of life for all the citizens in Leominster by providing for physical, economic, and public service projects that primarily revitalize the core area of the City. The following projects were undertaken during this fiscal year of the program:



## Code Enforcement

The CDBG program funded the position of a Code Enforcement Officer to perform housing code inspections in the core area. In Year 27, the Inspector conducted inspections for 2,088 households. The proposed accomplishment for this activity was 900 inspections. This individual also conducted 28 lead determinations, which resulted in 28 housing units being deleaded. The proposed accomplishment was 25 lead determinations. A total of 2,234 State Sanitary Code violations were corrected as a result of these inspections. The proposed accomplishment for this was 1,500 corrected violations.

## Economic Development

The City of Leominster provided funding for an Economic Development Coordinator position. This person worked with the Industrial Development Commission to market the City to new companies looking to relocate or start their businesses, and with local existing companies for retention and expansion purposes. Through technical assistance and marketing the City was successful in retaining and creating low/mod jobs for residents of Leominster. The CDBG program also funded the Mayor's Office of Business Assistance to assist businesses and low/mod income entrepreneurs to develop and maintain businesses within the City.



In Year 27, the Coordinator provided technical assistance to twenty-seven (27) businesses to retain and create jobs for residents in the City of Leominster. Three (3) of these businesses underwent over 140,000 square feet of expansions, which generated over \$11,000,000 of private investment. Through these projects, the City of Leominster has assisted with the retention of 600 jobs and the creation of 18 jobs with 10 being low/mod income range. The

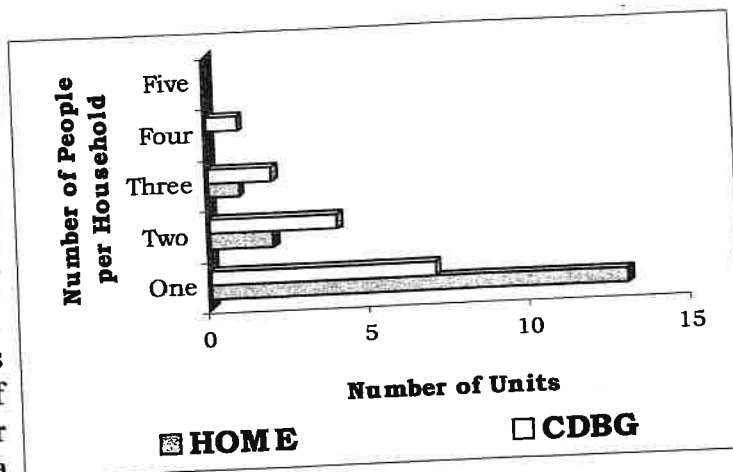
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18 jobs generated over \$707,700 in salaries while the 10 low/mod income jobs generated over \$325,000 in salaries.

The Coordinator is project manager for an industrial park project, charged with extending municipal services to two industrial parks contiguous with the City's core neighborhood where over 51% of the residents are low/mod income according to the 2000 U. S. Census. Once this infrastructure is in place, more than 130 acres of industrial land will be available for development, giving low/mod area residents opportunities and easy access to jobs.



### Housing

The Leominster CDBG Housing Rehabilitation Program received \$237,000 in Year 27. This appropriation covered salary and expenses for a Housing Rehabilitation Specialist as well as expenses relating to the rehabilitation of various housing units. In addition, approximately \$40,000 in private funds and \$120,759 in HOME funds were used for the projects. The CDBG funds supported projects that involved a wide range of household sizes while the HOME funds were utilized for smaller sized households.

As it does every year, the Housing Rehabilitation Program serves extremely low-, low- and moderate-income households living in rental or owner-occupied housing units in the City. In Year 27, fifteen (15) projects were the subject of rehabilitation activities and represented thirty (30) units. The majority of the projects were located in and around downtown with one project located in the eastern part of the City on Johnny Appleseed Lane.

The majority of the housing rehabilitation projects in Year 27 benefited households in rental units in Leominster. The majority of these households (30%) were classified as extremely low-income households. The work performed in these units involved the repair or replacement of bathrooms, ceilings, doors, heating systems, sprinkler systems, and windows.

Of the owner-occupied units that received housing rehabilitation in Year 27, half contained extremely low-income households, one contained a moderate-income household, and the remainder were filled with low-income households. The most popular type of work performed in owner-occupied units during Year 27 was the replacement of the heating system with this

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type of work occurring in 40% of the units. Other types of work performed in these units included furnace cleaning and the repair or replacement of a bathroom, a kitchen, plumbing, a septic system, a sewer line, and a water line.

## Public Facilities & Improvements

In Year 27, the Leominster CDBG program funded a public facilities project to upgrade the Johnson Street Playground. This project fit within the City of Leominster's park improvement effort in the core area.

## Public Services (Services provided to youths, senior citizens, high risk juveniles, homeless persons, persons at risk of being homeless, and disabled persons)

**Battered Women's Resources:** This agency provided safe shelter to battered women and their children. While in shelter, the women receive counseling, case management, life skills training, & advocacy.

**Accomplishments:** During Year 27, sixty-five (65) people were proposed to be served and ninety-five (95) people actually received emergency services. The services needed most by these clients fell into the following categories: case management, children's educational (early intervention, head start, SPED), children's mental health (counseling, psychiatrist, evaluation), children's recreational activities, educational (GED, ESL, College), housing activities (workshop, contacts with housing providers), legal aid, mental health (counseling, psychiatrist, evaluation), substance abuse (detox, urine screening, counseling, AA, Al Anon), and women & children's medical services (ER, MD, or DDS).



**The Beacon of Hope**

**Beacon of Hope:** This organization provided respite care for mentally challenged adults.

**Accomplishments:** During Year 27, twenty-three (23) persons were proposed to be served by this program and twenty-seven (27) persons received respite care.

**Leominster Council on Aging—**This project involves the purchase of a TTY machine, which will be placed in the Leominster Senior Center for persons who are deaf or hearing impaired to use communications over the phone lines.

**Leominster Housing Authority—**This project would establish internet access and purchase a printer for a computer lab for the students of Allencrest Apartments.

**Accomplishments:** In Year 27, 35 children participated in the program. The proposed figure was

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38 children.

## ***Leominster Mayor's Office - Energy Assistance Program***

The purpose and mission of the Energy Assistance Program is to allow the City of Leominster Mayor's Office the opportunity to help low to moderate income families with oil during the winter months.

Accomplishments: Due to an extremely mild winter season, one (1) family participated in the Mayor's Energy Assistance Program.

## ***Leominster Mayor's Office of Business Assistance***

Provides service to existing and new businesses that create jobs and opportunities for low / moderate income level workers. The private sectors also uses this office to answer questions regarding permits, business questions, certificates etc.

Accomplishments: In Year 27, ten (10) income eligible Leominster residents were served by the Office of Business Assistance.

## ***Leominster Police Department - Drug***

***Suppression:*** Through this program, the Leominster Police Department provided drug interdiction and suppression in the CDBG core area.

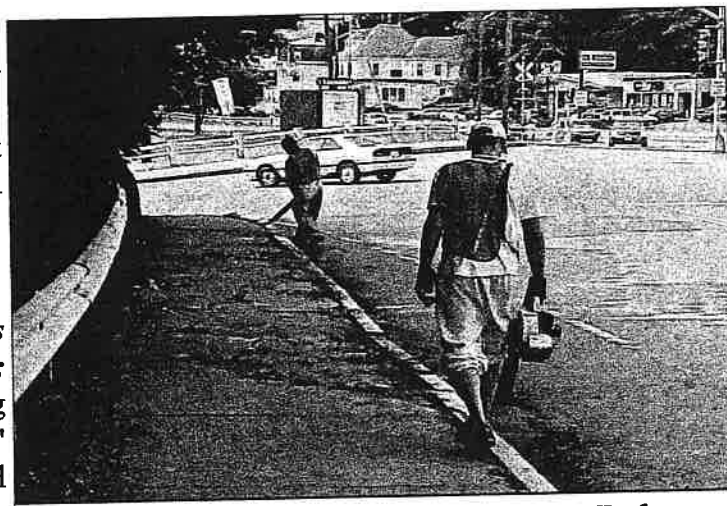
## ***Mayor's Office on Neighborhoods Report Drug Traffickers Coupon:***

Through this program, a "Report Drug Traffickers in Your Neighborhood" coupon was placed in the local newspaper on five different occasions and coupon flyers were distributed

through the Leominster Health Department, the East Side Neighborhood Association, the Riverside Village Apartments, Litchfield Terrace Apartments, Ginny's Thrift Shop & Food Pantry, and the Spanish American Center. This allowed people to report drug trafficking in their neighborhoods and remain anonymous.

Accomplishments: In Year 27, eight (8) coupons were returned to the Mayor's Office reporting various suspected criminal activities.

***Mayor's Summer Youth Program:*** This program utilized a youth work crew for clean-up activities.



**Summer Youth Work Crew Hard at Work**

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Accomplishments: In Year 27, Billy DiGregorio, Program Supervisor, and the crew, which included Mark Chiurri, Ken Norton, Greg Vieira, Andrea McAllister, Lisa Dellechiaie, and Phelps Trobaugh (six (6) low and moderate income youth), were hired to perform the following general clean-up duties in and around the core area:

- Parking garage in downtown - cleaned;
- Library clean-up - trimmed shrubs
- Police Station - general clean-up - trimmed shrubs & spread mulch;
- Cleared away brush from the Police firing range.
- Weeded and cleaned Islands at Kendall Hall Fire Station
- Mechanic Street Connector - weedwacked around trees and flagpoles & removed trash;
- Carter Building clean-up at Merriam Avenue and Hall Street.
- City Hall grounds - cleaned up grounds;
- Route 117 - cleaned up vicinity;
- Trimmed and cleaned Monument Square Park
- Cleared overgrown brush to open up sidewalk between 639-651 Mechanic Street.
- Weeded and cleaned Islands in front of C+M Pizza and Dunkin Donuts.
- Cut back overgrown brush at the corner of 6th Street and Lancaster Street. This opened up the sidewalk.
- Extensive clean-up from Nobile Street to the end of Litchfield Street.
- Cleanup around Library in downtown core area.
- Cleaned trash in football stadium
- Bassett Street—Weeded and cleaned-up the Pebble Park area.
- Cleaned up Priest Street parking lot after annual Starburst Festival and football game.
- Cleaned -up the area around Leominster Hospital to Surfside Pools on N. Main Street.
- Picked up trash from Twins Café on Viscoloid to the Southeast School.

**Mechanic Street Satellite Police Station:** In this program, rent is paid so that this satellite police station can remain open to serve the core area.



Accomplishments: This station served as a visual police presence in the core area as well as a community policing office for the Leominster Police Department.

**Multi Service Center - For Your Health:** The services rendered in the For Your Health program provided health screening and education services include recruitment of clients, individual risk assessment, blood pressure measurement, diabetes screening, nutrition education, vision & cataract screening, cholesterol screening, and breast cancer screening.

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**Accomplishments:** While seventy-five (75) people were proposed to be served, 156 Leominster residents were actually served in Year 27. Donna Richmond, the Multi Service Center's Health Educator, performed the following activities as a part of this program:

In June, Donna brought a germ box to the Priest Street School for the Project Apples program. She taught the children the proper way to wash and dry their hands to prevent germs from spreading.

In May, Donna conducted blood pressure screenings at the Spanish American Center. In addition, she made a summer safety and activities presentation for the Project Apple and Head Start parents at the Priest Street School.

In March, Donna ran a blood pressure screening session for Spanish American adults at the Spanish American Center. She also provided a screening for 6 adults at a Project Apples program in the evening.

In November, Donna helped run an activity evening at the Priest Street School.

In October, Donna helped organize a "Nutrition for Kids" evening at Priest Street School for Project Apples. Marianne Pappas, a nurse at Health Alliance, did a nutrition talk to the group of 10 parents, while the children took part in activities in another room. Blood sugar screenings, and diabetic talks

were also conducted in October at the Spanish American Center.

**Riverside Village After School Computer Program:** This after school computer program was held on site in the complex's computer center, throughout the academic year.

**Accomplishments:** In Year 27, thirteen (13) youth benefited from this activity while fourteen (14) youth were proposed to be served.

**Salvation Army - Emergency Assistance:** This program helps low income and needy families in Leominster with emergency food and utility assistance.

**Accomplishments:** In Year 27, the Salvation Army proposed to serve seven (7) households with their CDBG funding. In actuality, the Salvation Army fell one shy as they served six (6) households.

**Spanish American Center:** The Information and Referral Outreach Worker provided services involving translations (written/verbal), advocacy, referrals, education, employment, food pantry, health information, home visits, legal information, outreach, social security information, and voter registration information to many persons in Year 27.

**Accomplishments:** The Outreach Worker served 1,131 households in Year 27 with the majority (55%) belonging to female headed households. This program proposed to serve (47) households in Year 27.

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**Spanish American Center:** This agency administered the program Ninos para Ninos (Kids for Kids) which is a multicultural after school program that teaches children ages 6 to 12 about community involvement and service.

**Accomplishments:** In Year 27, while only ten (10) youth were proposed to participate in this program, sixteen (16) youth participated in this program. The programs Youth Coordinator, organized the following activities during the year:

During the month of June, the children of the Kids for Kids Program participated in a family night at the Beacon of Hope. The featured speaker Miguel Olmeda, RN from Doctor Meadows office at Health Alliance spoke about the need to not discriminate against people with special needs.

In May, 15 youths made Mother's Day cards for the senior citizens at the 4th Street apartment complex.

In April, several youths along with the program advisor provided a dancing activity to the clients of The Beacon of Hope. In addition, a number of children along with the program advisor completed a clean-up activity on First Street.

In March, the children of the Kids for Kids Program created small spring baskets that were given to Latino senior citizens. In addition, a poster contest entitled "Ways to beautify your neighborhood" was conducted.

In February, participants distributed Valentine cards and candy to the elderly at the Fourth Street apartment complex. Another event taking place in February was the creation of bookmarks by the children participating in the program. These bookmarks contained messages promoting abstinence among young people. Approx 60 bookmarks were distributed to other local youths.

In January, program participants assisted with the move into the new Spanish American Center at 112 Spruce Street.. Also, participants provided a "Winter Supper" to the clients of The Beacon of Hope.

In December, participating youths provided a Christmas musical to the clients of the Beacon of Hope. In addition, twenty-five (25) children prepared Christmas baskets for the elderly at the Leominster Senior Center. Lastly, children distributed fifty (50) candy bags to local youths, and sang Christmas Carols at the SAC.

**Spanish American Center:** Through the Summer Fun "Verano Alegre" program, which is a multi-cultural youth program that served youth between the ages of 6 and 14 for 5-6 weeks during the summer, low-income multi-cultural youth from Leominster are targeted, as these children are unable to participate in other summer programs that are more costly.

**Accomplishments:** During Year 27, one hundred and twenty (120) youth participated in the Summer Fun program, exceeding the proposed number of participants, which was eighty (80).

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## Development Plans Submitted July 2001—June 2002

In Fiscal Year 2002, the City of Leominster's Office of Planning and Development received a number of development plans. The aforementioned plans are listed below by which category they were submitted.

### Approval Not Required Plans (ANR)

DATE	APPLICANT	ADDRESS	PURPOSE	ENDORSED
7/17/01	John Crowley	Page Ave.	property lines	7/17/01
7/17/01	P.S. Realty Trust	Pleasant St.	combine 2 lots to 1	7/17/01
7/17/01	Charles Williams	Pierce St.	1 lot into 2	7/17/01
7/17/01	NMJ Realty Trust	Legate Hill Rd	reconfigure lot 10A	7/17/01
8/21/01	Robert Tellier	Wachusett St.	1 lot into 2	8/21/01
8/21/01	Leom. Downtown	Merriam Ave.	reconfigure parcel	8/21/01
8/21/01	Walter Reardon	Legate Hill Rd	lot line adjustment	8/21/01
8/21/01	142 Main St. Trust	Walnut/Main	lot line adjustment	8/21/01
9/4/01	Angela Marrama	Middle/Johnson	4 lots	9/4/01
9/18/01	Tanco/Jam Plastics	Tucker Drive	extend property line	9/18/01
10/2/01	Richard DeCarolis	Baker St.	Sp. Permit	10/2/01
10/16/01	Norman Rheault	Union/Tisdale	combine 2 lots1	10/16/01
11/5/01	Diane Schultz	Grant St.		11/5/01
11/20/01	Ed Gagne	North	2 lots into 1	11/20/01
12/18/01	Omnirel	Crawford St	lot into 2	12/18/01
1/15/02	Dandini	Chagnon Place	combine lots	1/15/02
2/5/02	Susan Shelton	West St.	Library	2/5/02
2/5/02	WhirlWind Capital	Willard St.		Withdrawn
2/5/02	Richard Hart	King Ave	divide a lot	2/5/02
2/5/02	Robert Fusco	Manchester St.	create 4 lots	2/5/02
2/5/02	Richard Voutour	Hill St.		2/19/02
2/19/02	WhirlWind Capital	Willard St.		2/19/02
2/19/02	Albert Realty	West St.	1 lot	Withdrawn
2/19/02	Richard Voutour	Hill St.		4/16/02
4/16/02	City of Leom.	Jungle Road	lot line adjustment	5/21/02
5/18/02	Eugene Rheault	Rheault Circle	new lot line	6/4/02
5/18/02	Norman Gamache	Roosevelt Ave.	lot line adjustment	5/21/02
5/18/02	J. Whitney Develop	Jordans Way		5/21/02
5/18/02	Craig Amaral	Howard		6/4/02
6/4/02	Randy Bigelow	Lincoln St.		6/4/02
6/4/02	Marie Lynch	Grove Avenue		

### Cluster Plans

3/5/02 CL J&W Co.

Willard St.

Broadmeadow

6/4/02

### Definitive Sub-Division Plans

DATE  
12/4/01  
3/5/02

APPLICANT  
NMJ Realty Trust  
J&W Co.

ADDRESS  
Legate Hill Rd  
Willard St.

PURPOSE  
8 lots  
Broadmeadow

ENDORSED  
3/19/02  
6/4/02

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## Definitive Sub-Division Plans Continued:

4/2/02	L. Willard	Granite St.	1 lot	5/7/02
6/18/02	Albert Realty	Old Tavern Road	West Side Estates	10/3/02
7/17/01	Mazzaferro	Mountainview	4 new & 1 existing	

## Preliminary Sub-Division Plans

9/18/01	J&W	Willard St	12 building lots	10/16/01
3/5/02	Albert Realty	West St.	10 lots	3/5/02
6/4/02	WhirlWind Capital	Willard St.	8 lots	7/2/02
6/4/02	Heritage Homes	Hill St.	50 lots	Denied
June-02	Equity Builders/Neely	Off Pleasant Terr.	101 lots-Barrett Park	10/3/02

## Site Plan Cases

3/5/02	Omnirel	Crawford St.		3/15/02
3/19/02	Pferd, Inc.	30 Jytek Drive		4/2/02
4/2/02	Roger Vatour	Walnut St.		4/16/02
4/2/02	Trustees of Res.	Lindell Ave.		4/16/02
4/2/02	Mont. Transit	Nashua St.	revisions	4/2/02
6/4/02	Wachusett Prop.	Hamilton St.		6/18/02
6/18/02	Gateway Bus.	Lancaster St.		8/6/02
7/17/01	Montachusett Trans	Nashua Street		8/21/01
7/17/01	456 Realty LLC	456 Main St.	Dunkin' Donuts	9/18/01
7/17/01	Monarch Realty	Central St.	laundrymat and parking	9/18/01
7/17/01	Holy Family Church	Union St.		9/4/01
7/17/01	Farnham	Fairmount Street	garage apartment over	7/17/01
8/21/01	Tanco/Jam Plastics	Tucker Drive	12,500 sq.ft add	9/4/01
11/20/01	McCarty Assoc.	Searstown	Filene's	12/18/01
11/20/01	McCarty Assoc.	Central St.	Warehouse/office	1/15/02
12/4/01	McCarty Assoc.	Central St.	CVS	2/19/02

## Special Permit Plans

7/17/01	Carter Hill Dev.	Claudine Road		9/4/01
7/17/01	Ben Marchetti	off Grant Street	single fam. home	9/4/01
7/17/01	Apple Tree Realty	Hudson St/Reed		Withdrawn
7/17/01	Jim Whitney	Baker/Wheeler St.		9/4/01
7/17/01	Walnut Road Realty	Walnut St		7/17/01
8/21/01	National Tower	31 Palmer Road	communications tower	11/20/01
8/21/01	Sprint Spectrum	Mt. Elam Road		Withdrawn
8/21/01	Carter Hill Dev.	Walnut Road	Walnut Rd-10 exist	9/4/01
9/4/01	Bertin LeBlanc	Clubhouse Drive	1 house lot	11/20/01
10/2/01	NMJ Realty Trust	Penny Lane		12/4/01
3/5/02	Ron White	Grant St.		4/2/02
5/1/02	Oak Hill Trust	Leom. Blvd.		6/4/02
5/18/02	Brian Harrington	Main St.	4 lots	10/3/02
6/18/02	DMC	Hamilton St.		10/3/02
6/18/02	William Beaulac	Hannis St.		10/3/02

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### **New Faces In The Leominster Planning Department Assistant Planning Director / CDBG Coordinator**

The City of Leominster recently hired Andrew Taylor as the new Assistant Planning Director & Community Development Block Grant Coordinator for the Office of Planning and Development. This transaction occurred in May 2002, upon the departure of Amy Petrone who had previously held the positions.

Prior to Andrew joining the City of Leominster staff, he served as the Senior Project Manager and Public Relations Coordinator for the City of Lawrence's Office of Planning and Development. While there Andrew's duties included, managing a number of projects vital to the City's Merrimack Corridor Enhancement Project, the directing of the City's Downtown Storefront Improvement Program as well as the preparation of press releases and speeches. In addition, he was also instrumental with regard to Economic Development Grant Writing and the development of the City's Master Plan.

Previous to his career in local government, Andrew worked in the professional sports industry, where he worked as the Sports Marketing Coordinator and Assistant Director of Public and Media Relations for the Phoenix Firebirds, Triple-A Affiliate of the San Francisco Giants. While there he was honored with the Salesman of the Year Award for the teams Sports Marketing Department. In addition, Andrew has also held positions with Major League Baseball's Arizona Fall League, where he served as General Manager for the Grand Canyon Rafter's Professional Baseball Club and the Nashua Pride where he served as the teams Promotions Manager.

Andrew is a graduate of Fitchburg State College where he received a Bachelor of Arts Degree in English; Professional Writing.

### **Business Development Coordinator**

Kerrie Carnes, a Clinton resident was hired in June of 2002 as the City's Business Development Coordinator. As the Business Development Coordinator, Kerrie will be working on promoting area small businesses along with the City's Village Restoration Initiative.

Kerrie comes to Leominster from the State House in Boston where she was the legislative aide for Senator Harriette L. Chandler D-Worcester for 2 years. Kerrie was responsible for the Senator's committee's which included Public Service, Housing, Federal Financial Assistance and Health Care as well as her district and municipalities.

Before going to the State House, Kerrie was the director of Uptown, Inc., a downtown revitalization organization in Clinton. Kerrie Carnes is a graduate of Westfield State College where she majored in Urban and Regional Planning with a minor in Biology.

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### Economic Development Coordinator

In Year 27, the City of Leominster provided funding for an Economic Development Coordinator position, which was filled by Christopher Paquette. Christopher will work to market the City to outside companies interested in relocating or starting their businesses in Leominster. Christopher will also work with existing companies on several retention and expansion projects throughout the City.

Previous to his promotion, Christopher served as the Business Development Coordinator for the City of Leominster and also as a Government Affairs Specialist for the North Central Massachusetts Chamber of Commerce.

Christopher is a graduate of Assumption College where he received a Bachelor of Arts Degree in Politics. In addition he also attended Clark University, where he received a Masters in Public Administration.



*Pictured Front Row L-R: Brenda Parisi, Kerrie Carnes, Elizabeth Irvine, Mary Albertson*

*Pictured Back Row L-R: Christopher Paquette, Joseph Cataldo, Andrew Taylor*

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